

Message

From: Ex. 6 Personal Privacy (PP)
Sent: 3/23/2020 2:55:18 PM
To:
Subject: RE: Team Prep for OPPT/OCSP New Chemical Meetings
Attachments: Case Summary Report 3.23.2020 .xlsx

Ex. 6 Personal Privacy (PP)

All,

For today's 11am meeting, we will go over the attached report (updated today at 7am)

Plus suggested the standing agenda items:

- Connectivity issues
- Report - Cases about to go over day 90 & plan (all)
- Hair on fire cases for submitters (CCD)
- RAD reports completed last week (week of 3/16) and ready
- for IO review week of 3/23 (RAD)
- Determinations ready for review week of 3/23 (CCD)
- Science/Policy Issues needing OPPT IO input (both)
- Process Improvements implemented /in progress/complete (IMD/CCD/RAD)

Lastly, a decision point for this team before the meeting ends is what high level information (and in what format) do we use to update Tuesdays at 4pm) and Lynn Dekleva (Thursdays at 2:45pm) on new chemicals. For Lynn D., she usually sends a list of what she want us to update her on, and we'll need to decide if using that list is appropriate, or if should focus Lynn on topics we believe she is pay attention to. For this, we'll need feedback from

Ex. 6 Personal Privacy (PP)

Chemical Control Division
USEPA/OCSP/OPPT

Ex. 6 Personal Privacy (PP)

-----Original Appointment-----

From: Ex. 6 Personal Privacy (PP)
Sent: Friday, March 20, 2020 4:26 PM
To:
Subject: Team Prep for OPPT/OCSP New Chemical Meetings
When: Monday, March 23, 2020 11:00 AM-12:00 PM (UTC-05:00) Eastern Time (US & Canada).
Where: DCRoomEast4140/DC-EPA-EAST-OCSP-OPPT-CCD; Ex. 6 Personal Privacy (PP)

Ex. 6 Personal Privacy (PP)

Conference Line:

Ex. 6 Personal Privacy (PP)

Participants:

- Participants for this team meeting are based on responses from Ex. 6 Personal Privacy (PP)

- If others should be included, please forward this invite to them.

Purpose: This meeting replaces the prior 11am Monday meetings with [REDACTED] and has been revamped as team prep for the weekly meetings with OPPT (Tuesday) and OCSP (Thursday).

Agenda:

- Review the [REDACTED] report
- Discuss progress/delays on cases in prior week
- Identify cases with actions for this week
- Identify any critical interactions with stakeholders or late breaking news that may need to be elevated
- Determine what critical information should be included in the weekly agenda/updates for [REDACTED] (Tuesday) and Lynn Dekleva (Thursday)
- For first meeting, discuss draft template that can be used to present/communicate the information (template will be shared before the first meeting)